

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 39

July 24, 2009

**SUBJECT:** DEPARTMENT MANUAL SECTION 4/648.10 - MEDICAL TREATMENT  
OF UNBOOKED ARRESTEES - REVISED

**PURPOSE:** A Department audit of Arrest, Booking, and Charging Reports was completed by Audit Division pursuant to the Annual Audit Plan, Fiscal Year 2008/2009. The audit revealed conflicting information between Department Manual Section 4/648.10 and the General Reporting Instructions - Field Notebook Divider, Form 18.30.00, regarding the documentation of medical treatment. This Order amends Department Manual Section 4/648.10 and clarifies the documentation of medical treatment.

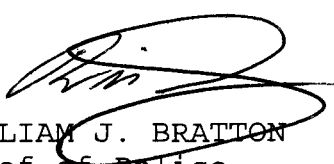
**PROCEDURE:** Department Manual Section 4/648.10 is amended to read as follows:

"Include a detailed statement of the medical attention received and/or prescribed in the Arrest Report" shall be amended to reflect information in the General Reporting Instructions - Field Notebook Divider "Due to confidentiality issues when someone is given medical treatment for a specific medical illness (i.e., AIDS, high blood pressure, tuberculosis), not related to the arrest/crime, the illness shall not be documented in the report unless it is an element of the crime (i.e., 647(f) P.C., 120291 H&S, etc.)."

The remainder of the section remains unchanged.

**AMENDMENTS:** This Order amends Section 4/648.10 of the Department Manual.

**AUDIT RESPONSIBILITY:** The Commanding Officer, Internal Audits and Inspections Division, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.



WILLIAM J. BRATTON  
Chief of Police

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